



21 MAY 2012

Operations

MISSION SUPPORT SCHEDULING

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OPR: 27 SOW/XPO

Certified by: 27 SOW/XP
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Pages: 24

This instruction augments the Air Force Special Operations Command Air Operations Directive. It defines the 27th Special Operations Wing (27 SOW) scheduling and force apportionment process for non-contingency support requests. It establishes procedures and responsibilities for requesting mission support and scheduling wing assets. This instruction does not apply to local unit training sorties. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afrims/afrims/>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s through local publication/form managers.

1.	General.	2
2.	Commander's Guidance.	2
3.	Wing Commit Calendar.	3
4.	Mission Support Request Procedures.	3
5.	Wing Scheduling Cycle.	5
6.	27 SOW Form 1, Execution Order and Executive Summary.	6
7.	Responsibilities.	7

Attachment 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION	9
Attachment 2—COMMIT CALENDAR & FORM 1 COMPUTER ACCESS	11
Attachment 3—WING COMMIT CALENDAR FIELDS AND DEFINITIONS	13
Attachment 4—USSOCOM JAAAC MISSION REQUEST SHEET	15
Attachment 5—27 SOW RANGE ACTIVITY REQUEST SHEET	16
Attachment 6—HQ AFSOC AIRCRAFT SUPPORT REQUEST	17
Attachment 7—27 SOW FORM 111 COORDINATION PROCESS	18
Attachment 8—27 SOW AAAC COORDINATION CYCLE	21
Attachment 9—623 AOC/CC AFSOC MISSION COMMANDER SELECTION GUIDANCE	24

1. General.

1.1. Purpose. The processes outlined in this OI validates Mission Support Requests (MSRs) received by the 27 SOW. In addition, it ensures that both wing training objectives and supported unit requirements are satisfied and that a sustainable operations tempo is maintained. The goal is to enable coordination throughout the wing for efficient and effective asset allocation and early commitment deconfliction.

1.2. Mission Support Requests. Demands for support from 27 SOW assets far exceed the capability of the resources assigned to the wing. Missions are tasked on an established priority basis. Outside agencies must submit support requests on a timely basis to ensure the proper validation procedures can be completed.

1.3. Wing Scheduling. Wing Operations Scheduling, 27 SOW/XPO, is the single point of contact for agencies to request support. XPO manages the scheduling process and produces the consolidated wing schedule also known as the Wing Commit Calendar. Requests for support can originate from various sources but will eventually all flow to XPO. XPO reviews all MSRs, prioritizes them per Wing Commander's guidance, and develops support recommendations in coordination with Unit Planning Representatives (UPRs). Issues and conflicts are identified by XPO and presented at the weekly scheduling meetings to the Group and Wing leadership for resolution. Any questions can be directed to 27 SOW/XPO at DSN 681-2292.

1.4. Wing Plans. 27th Special Operations Wing Plans and Programs (27 SOW/XPP) is designated the lead planning agency for theater contingency and exercise plans, special missions contingency and exercise plans, foreign and inter-service exchanges to include Coalition SOF Familiarization Exercises, Foreign Dignitary visits and small unit exchanges, disaster relief contingency and exercise planning, and all other planning activities as directed by 27 SOW/CC. For a more in-depth description of Wing Plans responsibilities, refer to Cannon AFBI 10-405. Any questions can be directed to 27 SOW/XPO at DSN 681-2292.

2. Commander's Guidance. All MSRs will be approved or disapproved by the 27 SOW/CC, or his designated alternate, based on mission priorities and unit training requirements.

3. Wing Commit Calendar.

3.1. Wing Commit Calendar. The Wing Commit Calendar is a comprehensive database that provides wing leadership with an overview of all known Mission Support Requests and commitments. As requests are processed through the wing IAW this OI, 27 SOW/XPO will update the commit calendar to reflect the current status. The Wing Commit Calendar is available to all agencies within the wing through the base Non-Secure Internet Protocol Routing Network (NIPRNet). Classified missions are tracked on the Secure Internet Protocol Routing Network (SIPRNet) version of the Wing Commit Calendar. See Attachment 3 for a detailed breakdown of the Commit Calendar.

3.2. The Wing Commit Calendar is also on the 27 SOW SharePoint and can be accessed at: https://eis.afsoc.af.mil/sites/27SOW_XP/XPO/default.aspx. The classified version of the Wing Commit Calendar can be accessed on SIPRNet XPP SharePoint site.

3.3. Wing Commit Calendar Changes. 27 SOW/XPO is the OPR for changes to the Wing Commit Calendar. XPP is the OPR for changes to the classified Wing Commit Calendar. Forward recommended changes and improvements to the 27 SOW/XPO organizational inbox.

4. Mission Support Request Procedures.

4.1. Types of Requests. Submit all MSRs IAW procedures outlined in this section. Informal coordination is encouraged at all levels of the process, however, an informal agreement is not a substitute for the established request, validation, and scheduling process.

4.2. Suspenses. **All MSRs will be submitted to 27 SOW/XPO no later than 21 days before the first date of execution.** MSRs submitted within 21 days of execution must follow the procedures in paragraph 4.4. Submit all HAR/TAR MSRs three months in advance and all rotator MSRs six months in advance.

4.3. Request Submission Guidance. MSRs will be submitted to 27 SOW/XPO via the procedures prescribed below. 27 SOW/XPO will enter all requests in the Wing Commit Calendar and distribute the request(s) to the appropriate unit(s) for coordination.

4.3.1. Air Asset Allocation Conference (AAAC) Events. Joint Special Operations Command (JSOC) training events are scheduled through the AAAC held bi-monthly at Ft Bragg. MSRs for these events are listed in the AAAC “flimsy” document. Copies of this document may be obtained by contacting 27 SOW/XPO. 27 SOW/XPP will track these events on the classified Wing Commit Calendar. AAAC events are not detailed on a SOCOM Form 111, however additional 27 SOW support (SOFLIFT requests primarily) may be submitted via Form 111. 27 SOW/XPO will track AAAC support events on the unclassified Wing Commit Calendar. See Attachment 8, 27 SOW AAAC Coordination Cycle.

4.3.2. SOCOM Events. Special Operations Command (SOCOM) events are scheduled using the SOCOM Form 111, Attachment 4. These MSRs are routed through the requesting unit’s chain-of-command to SOCOM. The requests are then validated and loaded on the SOCOM Portal. The 623 AOC is notified of the MSR, who in-turn validates the MSR against the current AFSOC AOD. Finally, the 623 AOC sends the MSRs to 27 SOW/XPO for coordination. This is the approved process for SOCOM

components and outside agencies to utilize AFSOC air assets. Contact 27 SOW/XPO for additional information. Additionally, the 623 AOC attends the quarterly Joint Air Asset Allocation Conference (JAAAC), during which future SOCOM events are discussed and coordinated. See Attachment 7, 27 SOW Form 111 Coordination Process.

4.3.3. Joint Chiefs of Staff (JCS) exercises, JFCOM exercises, COCOM exercises and Coalition Special Operations Forces Subject Matter Expert Exchange (CSOF SMEE) support requests are sent to HQ AFSOC and staffed through A3TJ. AFSOC/A3TJ will send the support request to the 623 AOC who, in turn, will coordinate with 27 SOW/XPO and 27 SOW/XPP per the previously established procedures.

4.3.4. All requests for aircraft tests, trial installations, Time Compliance Technical Order (TCTO) verifications/validations, kit proofing, and other HHQ directed maintenance activities are submitted by HQ AFSOC via an HQ AFSOC Form 5 (see Attachment 6), *HQ AFSOC Aircraft Support Request* through 623 AOC/SPDP to 27 SOW/XPO.

4.3.5. Distinguished Visitor (DV) support requests, external unit (i.e. non 27 SOW assigned) visit requests and external static support requests are validated and scheduled on a case by case basis using the Form 111 process. 27 SOW/XPO will provide guidance with regard to proper routing of the Form 111.

4.3.6. 27 SOW agencies and all Cannon AFB (CAFB) tenant units (i.e. Have Ace West) submit all MSRs directly to 27 SOW/XPO.

4.3.7. Requests for use of the Melrose Range will be documented on a 27 SOW Form 111R, Attachment 5. This form will help 27 SOW/XP, 27 SOSS/OSR and 27 SOSS/OSO manage which units have priority use of the range facility. It also serves as a situational awareness tool helping aircrew to deconflict between ground party training on the range.

4.3.7.1. 27 SOW Form 111R will be provided to 27 SOW/XPO NLT 21 days prior to execution. XPO will provide to 27 SOSS/OSO NLT 14 days prior to execution.

4.4. Short Notice Requests. An MSR submitted within 21 days of execution will be considered a short notice request. 27 SOW/XPO will enter the request into the Wing Commit Calendar and the review process will occur immediately via telephone and email. 27 SOW/XPO will make the initial notification to 27 SOG, 27 SOMXG, and the appropriate operations squadron from which the asset is being requested. The squadron fulfilling the MSR will then ensure that cross-group coordination continues to take place. **If a CANNONAFB Form 1 is required for a support request made within 10 days, the instructions in [paragraph 6.5](#) will be followed.**

4.5. Base Support Requests. 27 SOW units hosting off-station aircraft or personnel conducting training at Cannon AFB and/or that require support above and beyond transient alert services must coordinate their base support requests through 27 SOW/XPO (DSN: 681-2292). Transient aircrew or group personnel conducting tactical operations in the local flying area must receive a Local Area Orientation briefing from Group Current Operations (27 SOSS/OSO, DSN: 681-6281). AFSOCI 21-165 and CAFBI 11-201 are additional regulations that can be found on Group Current Ops SharePoint site: <https://eis.afsoc.af.mil/sites/27SOSS/OSO/Pubs>. Additionally, aircrew or group personnel conducting operations on Melrose Range must receive a Strange Users Briefing from 27

SOSS/OSR (DSN: 681-1422) prior to operating on the range. XPO will provide wing oversight/tracking and inclusion on the Commit Calendar as required. Additionally, 27 SOW/XPO will forward the request to 27 SOW/XPP, who will coordinate the request with all affected base agencies. 27 SOW/XPO will present requests for final approval to the WG/CC at the Wing Commit Briefing. Requirements for Cannon AFB support requests or unit hosting requirements are contained in the "CAFB Support Request and Hosting Checklist" available at https://eis.afsoc.af.mil/sites/27SOW_XP/XPP/.

5. Wing Scheduling Cycle.

5.1. Weekly Coordination Timeline. The timeline encompasses a total of 10 days, starting on Wednesday and ending on the following Friday. Even though the timeline encompasses 10 days, a new cycle begins each Wednesday.

5.1.1. Support Request Deadline. On Wednesday at 0900L (Day 1) is the cutoff for MSRs to be considered in the new cycle. Short notice requests will be coordinated as per paragraph 4.4. 27 SOW/XPO will perform an initial review of all requests, validate and prioritize them and enter all potentially supportable missions into the Wing Commit Calendar.

5.1.2. Wing Operations Internal Commit Meeting. On Wednesday at 1000L (Day 1), 27 SOW/XPO will perform an initial review of all support requests in preparation for the following week's 27 SOG/SOMXG Commit Meeting. The meeting is chaired by the 27 SOW/XP Deputy Director. Attendees will be XPO, XPP and XPR.

5.1.3. Wing Operations Squadron Planners Meeting. On Wednesday at 1100L (Day 1), 27 SOW/XPO will chair the Wing Operations Squadron Planners Meeting. Attendees include representatives from the following organizations: 27 SOW/XPP, 27 SOSS/OSO, 27 SOG flying squadrons, and 27 SOMXG. The purpose of the meeting is to distribute new support requests and briefly review any Wing Commit Calendar events of interest.

5.1.4. SOG/SOMXG Commit Meeting. On Tuesday (Day 7), the SOG/SOMXG Commit Meeting is held in the 27 SOMXG conference room following the SOG/SOMXG Scheduling Meeting, currently held at 0845L. It is chaired by the 27 SOG/CC, or his designee, and facilitated by 27 SOW/XPO. Attendees include representatives from the following organizations: 27 SOMXG, 27 SOSS/OSO, 27 SOSS/OSJ and 27 SOG flying squadron operations officers or their designated UPRs. The purpose of the meeting is to review all new MSRs or requests that are in coordination "CRD," or "INCRD2." The meeting will review the next three months on the Wing Commit Calendar. If the SOG and SOMXG support a request, the mission will go tasked "TSKD." If it is non-supported, the mission will go "NS" or will be modified as necessary per SOG/SOMXG guidance. In order to provide a timely response to requestors and keep stability in the scheduling process, "INCRD2" missions will typically only be reviewed three times before going non-supported. Attending UPRs will identify mission commanders, squadron planners, training priorities, windows of availability, LIMFACS, and shortfalls.

5.1.5. SOW/CC Commit Brief. NLT Friday at 0900L (Day 10), XPO will provide a brief to the 27 SOW/CC identifying Form 1 requests, newly tasked missions, recommended non-supported requests, and identify unresolved issues. In addition, previously

coordinated/briefed Form 1s will be presented for signature with applicable changes noted.

6. 27 SOW Form 1, Execution Order and Executive Summary.

6.1. A 27 SOW/CC signed CANNONAFB Form 1 constitutes an approved execution order and represents mission launch authority. A Form 1 is required for all missions not terminating at CAFB, as well as for missions originating outside the local area. Unless otherwise directed, the unit with the preponderance of air assets executing the mission is required to complete the Form 1. Back-to-back missions may be combined on a single Form 1 provided adequate details are given for each portion of the entire mission. A Form 1 is not required for out-and-backs or flights to/from scheduled depot-level maintenance, nor is a Form 1 required for any single-ship mission arriving/departing to/from a Department of Defense (DoD) airfield. The Form 1 also serves as an executive summary for wing leadership. Once signed, the original Form 1 will be maintained by 27 SOW/XPO and a copy will be maintained by the OPR for that particular mission. The mission commander (MC) should also obtain a signed copy of the Form 1 prior to mission execution.

6.2. If there is a significant change to a 27 SOW/CC approved Form 1 (i.e., supporting an additional SOCOM Form 111 request, change to Remain-Over-Night (RON) location, or change to execution dates), the unit must submit an updated Form 1 detailing the change of mission and ensure an updated Force Protection Assessment has been accomplished. If there is a modification to the route of flight (i.e. Fuel Stops), but the RON location did not change, the squadron may receive verbal approval from the 27 SOG/CC prior to departing Cannon AFB.

6.3. Force Protection (FP). Units will coordinate with 27 SOW Force Protection (FP) to accomplish a force protection assessment and annotate these findings on Form 1. Unit commanders are responsible for meeting the FP requirements or have a mitigation plan in place. The mitigation plan will also be annotated on the Form 1.

6.4. Form 1 Process. See Attachment 2, *Commit Calendar & Form 1 Computer Access*, for instructions.

6.4.1. Once 27 SOW/XPO enters the mission request into the Wing Commit Calendar, the Form 1 may be completed by the MC/OPR on the 27 SOW/XPO SharePoint Webpage. Most of the pertinent information required to fill out the Form 1 is available on the original USSOCOM Form 111, which is also located on the 27 SOW/XPO SharePoint Webpage.

6.4.2. The MC/OPR will complete the Form 1 (to include SOG/CC signature or designee) no later than 10 days prior to departure. Forms not completed within the 10 day requirement must follow the procedures outlined in paragraph 6.5. **A mission does not need to be tasked before completion of the Form 1.** Once the Form 1 is completed by the flying squadron, it is sent to FP via email from SharePoint.

6.4.3. After FP finishes their review, they send the Form 1 back to the flying squadron via email from SharePoint, marked as "Draft." Once the squadron receives the Form 1 from FP, it is staffed for approval from squadron leadership. The Form 1 is marked as "Approval Routing" and routed via SharePoint to the for SOG/CC signature. When signed by the SOG/CC, the Form 1 will be marked as "Final." 27 SOW/XPO then prints

the Form 1 for Wing Commander approval during the weekly Commit Briefing, if required by policy.

6.5. Forms 1 Submitted Within 10 Days. Unless otherwise directed, if a Form 1 is submitted for mission execution within 10 days, the requesting squadron will include justification for the late submittal of the Form 1.

6.6. Disposition Instructions. 27 SOW/XPO will post the signed Forms 1 to the Wing Commit Calendar and notify the requesting unit. Signed Forms 1 will be disposed of in accordance with the Records Disposition Schedule.

7. Responsibilities.

7.1. Wing Operations Scheduling (27 SOW/XPO) will:

7.1.1. Maintain the Wing Commit Calendar.

7.1.2. Manage the wing scheduling process. This includes hosting/facilitating the 27 SOW/XPO Internal Scheduling Meeting, SOG/SOMXG Commit Meeting, and Wing Commit Briefing.

7.1.3. Receive, review, and validate all MSRs. Coordinate short notice requests with 27 SOG, 27 SOMXG, 27 SOMSG, and present to the Wing CC for tasking. Notify 623 AOC and/or requesting units on the status of their MSR.

7.1.4. Identify the impact of contingency operations on the Wing Commit Calendar and coordinate changes.

7.1.5. Forward any requests for squadron visits, tours, or briefings to appropriate wing agency.

7.2. Unit Planning Representatives (UPRs):

7.2.1. Brief unit leadership on the details of new MRSs and changes to requests.

7.2.2. Brief affected squadron planners to keep them aware of new MSRs and changes to requests.

7.2.3. Coordinate with the requesting unit and other UPRs as required.

7.2.4. Ensure their unit planners obtain key planning data and provide that data to XP.

7.2.5. Immediately notify 27 SOW/XPO of potential conflicts.

7.2.6. Immediately notify 27SOW/XPO of aircraft availability issues and potential conflicts.

7.3. Mission Commanders (MCs):

7.3.1. The 9 Mar 2011 letter signed by 23 AF/CC stipulates that the 623 AOC/SPDP will nominate a lead Wing for the each above-wing-level (AWL) event who will supply the MC for that event (See Attachment 9). Mission Commanders from the 1 SOW may act as the AFSOC Mission Commander when the 27 SOW and the 1 SOW are supporting the same exercise.

7.3.2. Further guidance on Mission Commander's responsibilities and tools for Mission Commanders can be found at the USAFSOS website. You must register for an account.

The site will be updated with a MC Handbook coming in the summer of 2012. Mission commanders will adhere to guidelines in CAFBI 10-405, *Wing Operations Plan* regarding requirements and suspense.

ALBERT M. ELTON II, Colonel, USAF
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFSOCI 21-165, *Aircraft Flying and Maintenance Scheduling Procedures: Maintenance Metrics Algorithms*, 1 August 2005

Prescribed Forms

CANNONAFB Form 1, *27 SOW Execution Order*, 1 May 2012

Adopted Forms

HQ AFSOC Form 5, *HQ AFSOC Aircraft Support Request*, Oct 2003

SOCOM Form 11, *USSOCOM JAAAC Mission Request Sheet*, Jan 2006

Acronyms

AAAC—Air Asset Allocation Conference

AST—Advance Skills Training

CSOF SMEE—Coalition Special Operations Forces Subject Matter Expert Exchange

CUB—Commander's Update Brief

JAAAC—Joint Air Asset Allocation Conference

JCET—Joint Combined Exchange Training

JCS—Joint Chiefs of Staff

MC—Mission Commander

MSR—Mission Support Request

NIPRNet—Non-Secure Internet Protocol Router Network

SIPRNet—Secure Internet Protocol Router Network

SOF—Special Operations Forces

ST—Special Tactics

TCTO—Time Compliance Technical Order

UPR—Unit Planning Representative

WOC—Wing Operations Center

Terms

CRD— The squadrons are considering support of the mission request. They have neither agreed to support or non-support the mission.

INCRD2— Mission held in CRD status past the first week of SOG/SOMXG consideration.

TSKD— The WG/CC, or SOG/CC as delegated, has approved the mission.

NS (Non-Support)— The request was received, considered, and not supported.

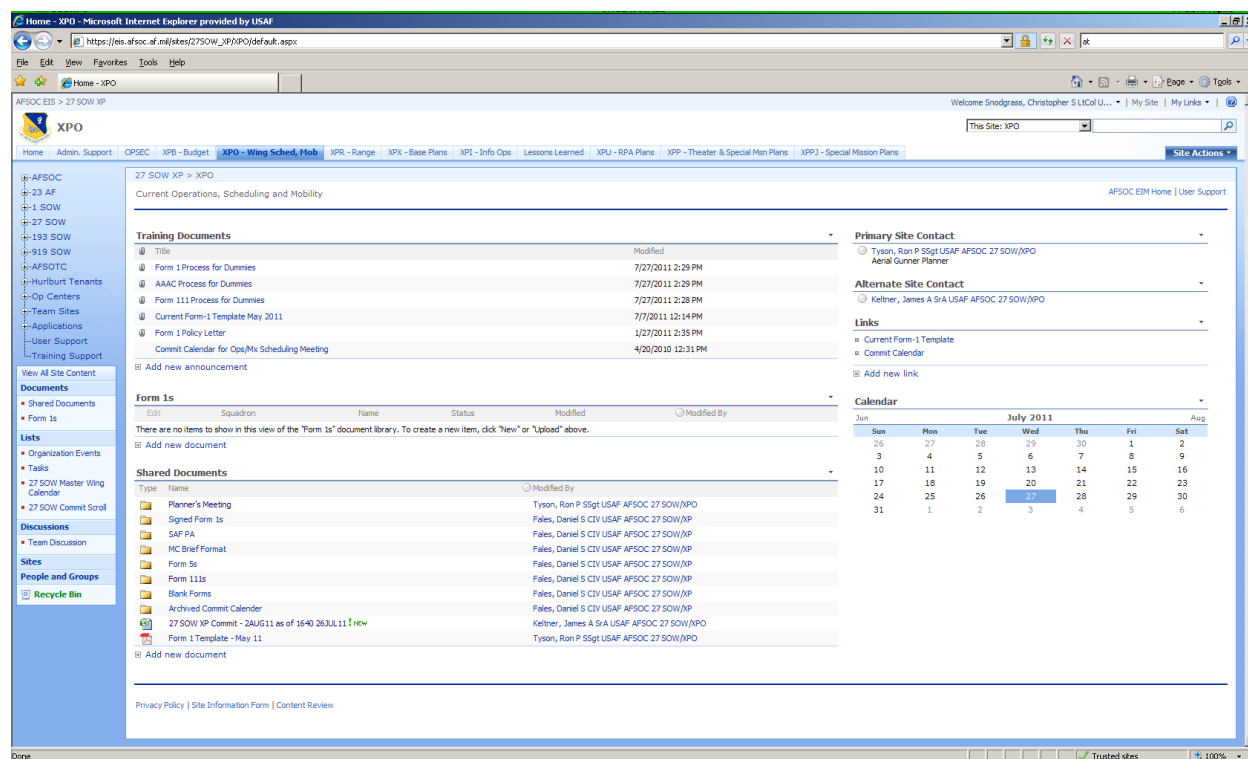
CNX— The request was cancelled by the requesting agency.

Attachment 2

COMMIT CALENDAR & FORM 1 COMPUTER ACCESS

A2.1. SharePoint Webpage. The Wing Commit Calendar, SOCOM Form 111, CAFB Form 1, and related documentation is available at: https://eis.afsoc.af.mil/sites/27SOW_XP/XPO/default.aspx (see Figure A2.1). This page and its contents are maintained by 27 SOW/XPO but can be accessed by anyone with rights to the 27 SOW SharePoint Webpage

Figure A2.1. 27 SOW/XPO PAGE WITHIN SHAREPOINT WEBPAGE



A2.2. Training Documents (red oval). This section provides up-to-date documents to educate planners on the current processes. These products are built and managed by 27 SOW/XPO.

A2.3. Form 1 (black oval). The Form 1 document library will show the user where in the approval process the Form 1 is as described in paragraph 6.4. Click "Form 1s" and find the unit OPR for that particular Form 1. A list of Forms 1 for that particular unit will appear. Select the Form 1 of interest. Figure A2.2 shows a typical 27 SOW Form 1 Execution Order.

A2.4. Shared Documents (blue oval). The most current Wing Commit Calendar, Signed Forms 1, Forms 111, Forms 5, Blank Forms and other useful information can be found under Shared Documents.

Figure A2.2. 27 SOW Form 1 Execution Order (Example).

UNCLASSIFIED						Date:
27 SOW EXECUTION ORDER						
1. Mission #		2. Event		3. Suspense to WG/CC		
				Date:		
4. Mission Type:						
5. Squadron	5A. Assets	6. Deploy	7. Location	7A. Airport Name	8. Return	
9. Concept of Operations JSOACC: SOW <input type="checkbox"/> SOAR <input type="checkbox"/> OTHER <input type="checkbox"/> N/A <input type="checkbox"/>						
<div>9A. SOCOM Priority:</div> <div>9B. FM 111 Number:</div> <div>10. Funding:</div> <div>11. Lead Agency:</div> <div>12. Mission Commander:</div> <div>Deployed Phone Number:</div> <div>13. SOG Approval (Signature/Initials):</div> <div>14. Force Protection:</div>						
<div>15. Command and Signal:</div> <div>16. Support Requirements:</div> <div>17. Deployed Personnel:</div> <div>18. Total Deployed:</div> <div>19. AMC Tanker Support:</div> <div>20. AMC Airlift Support:</div> <div>21. Approval Signature: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved</div>						
27 SOW/CC						
UNCLASSIFIED						

Attachment 3

WING COMMIT CALENDAR FIELDS AND DEFINITIONS

A3.1. Wing Commit Calendar. Figure A3 shows a typical Wing Commit Calendar.

A3.2. Ln - Line number sorted by order of appearance on the calendar printout.

A3.3. Form 1 DUE to XP – N/A means a Form 1 is not applicable. A date in the box means a Form 1 is due to 27 SOW/XPO by COB on that date. This date provides the opportunity for Wg/CC approval NLT 10 days prior to the mission. “**Done**” means the Form 1 is signed and has been hyperlinked to the signed copy for the squadron planners.

A3.4. Event # - Unique event ID number from the mission number on the SOCOM Form 111. Assigned by USSOCOM, HQ AFSOC, or by XPO for Wing and Group level events.

A3.4.1. Prefix

A3.4.1.1. ## - AAAC mission (prefix is the two number calendar year)

A3.4.1.2. SF - JAAAC mission. Typically a SOCOM Form 111

A3.4.1.3. HQ - Missions being requested from HQ AFSOF/A3OO, e.g. tests, air shows, etc. Typically a HQ AFSOC Form 5

A3.4.1.4. 27 - Missions generated within the 27 SOW, e.g. static, COC, internal SOFLIFT

A3.4.1.5. IG - Wing exercises conducted, e.g. ORI, FE, etc.

A3.5. Start - Start date for the event.

A3.6. End - End date for the event. SIPRNet placeholders have the end date the same as the start date.

A3.7. Description - Brief description of the event.

A3.8. Location - Primary location of the event. In cases of multiple locations, it will be either the first location or the location with the most days deployed.

A3.9. OPR - Responsible agency. Normally, this is the requested unit. If a Form 1 is required, this field identifies the agency responsible for completing Form 1.

A3.10. Asset summary/Comments. General description of dates, assets, and level of support requested.

A3.10.1. MDS requirements are shown separated by a virgule (/) when either MDS satisfies the customer's requirements. MDSs separated by a comma (,) signify a customer requests each MDS shown.

A3.10.2. The dates requested for each MDS span the start to end date unless specified in the asset summary. If specified, each MDS will have its unique dates indicated. A hyphen (-) specifies date ranges and a comma (,) separates specific dates. Dates are for flying sorties unless noted otherwise. Other information such as times, ground support, and personnel support may also be provided.

A3.11. MP - The name of the 27 SOW/XP mission planner; if one is required.

A3.12. MC/AAR – The name of the designated mission commander for the 27 SOW. A yellow highlighted box indicates an After Action Report is due following event completion (all assets and personnel have returned to base). This box will turn red 15 days after the end date of the event signifying an AAR has not been received by 27 SOW/XPL2.

Figure A3.1. Wing Commit Calendar.

STATUS	Form 1 DUE to XP	EVENT # (Funding) (Priority)	START	END	DESCRIPTION	LOCATION	OPR	ASSET SUMMARY/ COMMENTS	MP	MC/AAR
Tskd	N/A	HQ 11-03-24	28-Mar-11	31-Aug-11	MC-130J RECAP DT&E AIRCREW AUGMENTATION	MARIETTA, GA	522 SOS Det	PERSONNEL x 3		
Tskd	DONE	SF1105410	31-May-11	7-Jun-11	14 WPS MISSION EMPLOYMENT EXERCISE 11A (1 SOV LEAD WING)	NELLIS	16 SOS	1 x AC-130H	Lang/Clark	MORRIS
Tskd	DONE	HQ 11-06-14	4-Jun-11	11-Jun-11	M-28 AIRDROP CERTIFICATION	POPE AFB	318 SOS	2 x M-28		LOWE
Tskd	DONE	HQ 11-07-21	14-Jul-11	5-Aug-11	MC-130W-DS CR-3 SOFTWARE UPGRADE TEST	EGLIN AFB	73 SOS	TAIL #1308		
Tskd	DONE	SF1107012	19-Jul-11	30-Jul-11	NSWG-2/ST-2 FAM TRAINING/SITEX	HURLBURT	318 SOS	2 x M-28	Cox	
Tskd	N/A	HQ 11-07-16	20-Jul-11	17-Oct-11	LOADMASTERS CRASHWORTHY SEAT PRODUCTION INSTALLS	CANNON	73 SOS	1 x MC-130W		
Tskd	N/A	27-07-007	29-Jul-11	29-Jul-11	SOFLIFT - 16 PAX OUT/18 PAX BACK - 522 AMU STAND UP	HARRISBURG, PA	524 SOS	1 x Do-328	McAnally	
Tskd	DONE	SF1107032	29-Jul-11	1-Aug-11	SOFLIFT - 11 PAX - SOCSOUTH/OST	NEW ORLEANS-FAYETTEVILLE-AUSTIN	524 SOS	1 x Do-328		
Tskd	N/A	27-07-009	29-Jul-11	29-Jul-11	SOFLIFT - 12 PAX M-28 CULEX (WITH 27-07-014)	HURLBURT	524 SOS	1 x Do-328		
Tskd	DONE	N/A	29-Jul-11	1-Aug-11	OST	PATRICK AFB	73 SOS	1 x MC-130W		
Tskd	N/A	27-07-019	30-Jul-11	2-Aug-11	SOFLIFT - 5 PAX - RED HORSE ADVON	MALMSTROM AFB	318 SOS	1 x PC-12		
Tskd	N/A	HQ 11-07-12	30-Jul-11	21-Aug-11	AC-130H AIR DATA COMPUTER/BLOCK CYCLE 6 QT&E	CANNON	16 SOS	1 x AC-130H		
1-Aug-11					WING TRAINING DAY					
Tskd	DONE	N/A	2-Aug-11	5-Aug-11	OST	SCOTTSDALE - LAKE TAHOE - GRANGE CO	318 SOS	1 x M-28		
Tskd	DONE	SF1108032	3-Aug-11	4-Aug-11	SOFLIFT - 4 PAX - SOCSOUTH	NEW RIVER, NC-HOMESTEAD	524 SOS	1 x Do-328		
Tskd	DONE	N/A	5-Aug-11	8-Aug-11	OST (WITH 27-08-002)	HARRISBURG - ALBUQUERQUE - SCOTTSDALE	318 SOS	1 x PC-12		
Tskd	DONE	SF1107014	5-Aug-11	8-Aug-11	SOFLIFT - HAVE ACE WEST - 15 PAX RTN	EIELSON AFB, AK	524 SOS	1 x Do-328	Hoffecker	
Tskd	DONE	SF1108015	5-Aug-11	11-Aug-11	123RD STS NTISR/CFF	BUCKLEY ANGB	16 SOS	1 x AC-130H	Barringer	
Tskd	N/A	27-08-008	5-Aug-11	11-Aug-11	SOFLIFT - 10 PAX - 27 SOAMX/16 AMU	BUCKLEY ANGB	524 SOS	1 x Do-328		
Tskd	DONE	11-805 (J-3)	5-Aug-11	19-Aug-11	MLAT 4-11 (11-19 Aug)	FT BENNING	318 SOS	1 x PC-12	Birch	
Tskd	N/A	27-08-015	5-Aug-11	15-Aug-11	SOFLIFT - 2 PAX - 27 SOG/522 AMU	TAMPA	ANY	ANY		
Tskd	N/A	27-08-002	6-Aug-11	7-Aug-11	SOFLIFT - 3 PAX OUT/2 BACK 27 SOG/522 SOS	CVS - HARRISBURG - CVS	318 SOS	1 x PC-12		
Tskd	N/A	HQ 11-07-28	8-Aug-11	12-Aug-11	MC-130W-DS SENSORS/30MM GUN SYSTEMS & AN-AAR-44 TOV&V	CANNON	73 SOS	1 x MC-130W		
CRD	N/A	HQ 11-08-07	8-Aug-11	18-Aug-11	MC-130W JTWS DF ANTENNA DT&E	HURLBURT/CANNON	73 SOS	1 x MC-130W		
Tskd	N/A	27-07-001B	10-Aug-11	30-Aug-11	MARINE 50CAL/7.62MM STRAFE/RAID EX	CANNON / MAFR	SOSS	4 x MV-22 / 1 x CH-53	Kohut/Zaccheus	
Tskd	N/A	27-08-012	10-Aug-11	12-Aug-11	SOFLIFT - 6 PAX - 3 SOS	NORTH LAS VEGAS	318 SOS	1 x PC-12		
Tskd	N/A	27-08-007	11-Aug-11	11-Aug-11	SERE CST NIGHT PICKUP 10 PAX (GODFATHER OR HOUND)	MAFR - CVS	318 SOS	1 x M-28		
Tskd	27-Jul	N/A	12-Aug-11	15-Aug-11	OST	TBD	318 SOS	1 x PC-12		
Tskd	DONE	N/A	12-Aug-11	15-Aug-11	OST	TUSCON	318 SOS	1 x M-28		
Tskd	27-Jul	SF1108019	13-Aug-11	13-Aug-11	SOFLIFT - 3 PAX - MSOC H	MCAS NEW RIVER, NC-MEMPHIS	318 SOS	1 x PC-12		

Attachment 4

USSOCOM JAAAC MISSION REQUEST SHEET

Figure A4.1. SOCOM FORM 111.

USSOCOM JAAAC MISSION REQUEST SHEET			
1. REQUESTING UNIT		2. MISSION TYPE OR EXERCISE NAME	
3. SUMMARIZED MISSION CONCEPT (To include number and type of aircraft)		1. Deployment Training (a) Rehearsal-Pending Ops (b) OIF/OEF Prep (c) CIF Prep 2. JOINT COMBINED TRAINING (a) JCS Exercises (b) Geographic Component Commander Exercise (c) CDR.SOCOM directed event (d) SOCOM Component Commander directed event (e) SOATC/19 SOS Joint Training (f) Test Support 3. SERVICE & INTEROPERABILITY (a) JR.TC (b) NTC (c) USAF Flag Exercise (d) Bilateral Training (e) JCET 4. OTHER	
4a. AIRCRAFT (A/C) TYPE (i.e. Helo/Tanker/Gunship - not specific unless req'd driven)	4b. PREFERRED // MIN # OF A/C REQUESTED (i.e. Prefer 2 A/C // Min Req'd - 1 A/C)	5. REQUESTED DATE WINDOW // FLEXIBLE? (i.e. 15 Jan - 6 Feb 06, Yes - Flexible within dates)	
5b. PREFERRED // MIN # OF DAYS A/C REQ'D (i.e. Prefer 2 days // Min 1 day Req'd)		6. NUMBER OF PERSONNEL N/A	
7. TYPE OF CARGO			
8. SPECIAL EQUIPMENT REQUIRED		9. LOCATION (Specific Area/Base/State) (Denote if you are flexible on location)	
		10. REQUEST DATE SENT:	
11. MISSION ITINERARY			
DATE/TIME ACTIVITY			
11a. REQUESTING UNIT POC(s) INFO (Name/Tel):		11b. POC(s) UNCLASS E-MAIL ADDRESS (required)	
13. MISSION STATUS (Dates)	TASKED	PENDING	UNSUPPORTED
14. SUPPORTING UNIT NAME			
15. SUPPORTING UNIT POC AND TELEPHONE NUMBER			
16. MISSION PRIORITY NUMBER	17. DATE RECEIVED	18. MISSION NUMBER	

SOCOM FORM 111, JAN 06(EF)

Attachment 5

27 SOW RANGE ACTIVITY REQUEST SHEET

Figure A5.1. 27 SOW FORM 111R.


27 SOW RANGE ACTIVITY REQUEST SHEET			
1. REQUESTING UNIT		2. MISSION TYPE OR EXERCISE NAME	
3. ACTIVITY REQUESTED (To include number and type of aircraft)		1. Deployment Training (a) Rehearsal-Pending Ops (b) OIF/OEF Prep (c) CTF Prep 2. JOINT COMBINED TRAINING (a) JCS Exercises (b) Geographic Component Commander Exercise (c) CDRS/COM directed event (d) SCS/COM Component Commander directed event (e) SOATC/19 SOS Joint Training (f) Test Support 3. SERVICE & INTEROPERABILITY (a) JRTC (b) NTC (c) USAF Flag Exercise (d) Bilateral Training (e) JCET 4. OTHER	
4a. REQUESTED DATE WINDOW // FLEXIBLE* (G.e. 15 Jan - 3 Feb 12, Var. - Flexible within date(s))		4b. PREFERRED // MIN # OF DAYS A/C REQ'D (G.e. Prefer 2 days // Min 1 day Req'd)	
5. TYPE OF CARGO		6. NUMBER OF PERSONNEL	
7. SPECIAL EQUIPMENT REQUIRED		8. LOCATION (Specific Area on Map/area) (G.e. Page DZ, Jockey MOUT)	
		9. REQUEST DATE SENT:	
10. DETAILED SPECIFIC ACTIVITY			
DATE/TIME ACTIVITY			
11a. REQUESTING UNIT POC(s) INFO (Name/Tel):		11b. POC(s) UNCLASS E-MAIL ADDRESS (required)	
12. MISSION STATUS (Date)	TASKED	PENDING	UNSUPPORTED
13. SUPPORTING UNIT NAME			
14. SUPPORTING UNIT POC AND TELEPHONE NUMBER			
15. MISSION PRIORITY NUMBER	16. DATE RECEIVED	17. MISSION NUMBER	

27 SOW FORM 111R, JUL 11 (EF)

Attachment 6

HQ AFSOC AIRCRAFT SUPPORT REQUEST


Figure A6.1. HQ AFSOC FORM 5.

HQ AFSOC AIRCRAFT SUPPORT REQUEST		HQ AFSOC/DOO Tracking #:
<div>  <div>Close Save Print E-mail Next >></div> </div>		
HQ AFSOC Sponsor Information Date Received: <input type="text"/> Office Symbol: <input type="text"/> Point of Contact: <input type="text"/> Phone: DSN: <input type="text"/> Comm: <input type="text"/> Fax: DSN: <input type="text"/> Comm: <input type="text"/> E-mail: <input type="text"/> Project Number: <input type="text"/>	Requesting Agency Information Date: <input type="text"/> Organization: <input type="text"/> Address: <input type="text"/> Point Of Contact: <input type="text"/> DSN: <input type="text"/> Phone: <input type="text"/> Comm: <input type="text"/> Fax: DSN: <input type="text"/> Comm: <input type="text"/> E-mail: <input type="text"/>	Type of Personnel Support Needed <input type="checkbox"/> Flight Crew <input type="checkbox"/> Maintenance Specialist Type/Rating: <input type="text"/>
Date Support Is Required: <input type="text"/> Duration: <input type="text"/> Is An Alternate Date Acceptable: <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(minimum lead time is 45 days for any request involving test, 30 days for all others)</small> Location: <input type="text"/>		
Type Aircraft Requested: <input type="text" value="AC-130H"/>		Tail Number: <input type="text"/>
Type of Activity: <input type="checkbox"/> Technical Survey <input type="checkbox"/> Modification <input type="checkbox"/> Ground Test Production Installation <input type="checkbox"/> TRO Center <input type="checkbox"/> Flight Test <input type="checkbox"/> Trial Install <input type="checkbox"/> Kitproof <input type="checkbox"/> ATD		
This Activity Is Part Of An AFSOC Funded Program: <input type="checkbox"/> YES <input type="checkbox"/> NO (please explain)		
Description of Activity: <input type="text"/>		
Impact If Not Supported: <input type="text"/>		


Attachment 7

27 SOW FORM 111 COORDINATION PROCESS

Figure A7.1. 27 SOW Form 111 Coordination Process.



Form 111 Coordination Process



Form 111 Developed/SOCOM Coordination

- Requesting unit drafts a SOCOM Form 111 for use of AFSOC assets
- Form 111 routed up their chain-of-command to SOCOM J31
- SOCOM validates request and loads into SOCOM Portal

AOC Coordination

623 AOC will:

- Receive new Form 111s via the SOCOM Portal
- Review Form 111--validate against current AFSOC taskings/priorities (AOD)
- Steer users to submit requests by Quarter -- Educate at the JAACC
- Forward the request to the applicable SOW for coordination

XPO Coordination

27 SOW/XPO will:

- Receive and review Form 111s
- Events inside 3 weeks are pushed to appropriate squadron the same day
- Events outside 3 weeks are held until weekly Squadron Planners Meeting (held every Wed @ 1100, Bldg 1401)
 - 3 Week criteria used to adhere to 27 SOW/CC Form 1 Policy deadlines
- Update the Commit Calendar after distribution to the respective squadron

Squadron Coordination

Flying Squadrons will:

- Review received Form 111s to determine support feasibility
- Contact the requesting unit for additional information, if needed, and determine squadron ability to support
- Review Commit Calendar to provide inputs for upcoming Commit Meeting
 - Note conflicts and suggest possible change to support (if required)
 - Provide rationale for Non-Supports

Figure A7.2. 27 SOW Form 111 Coordination Process.



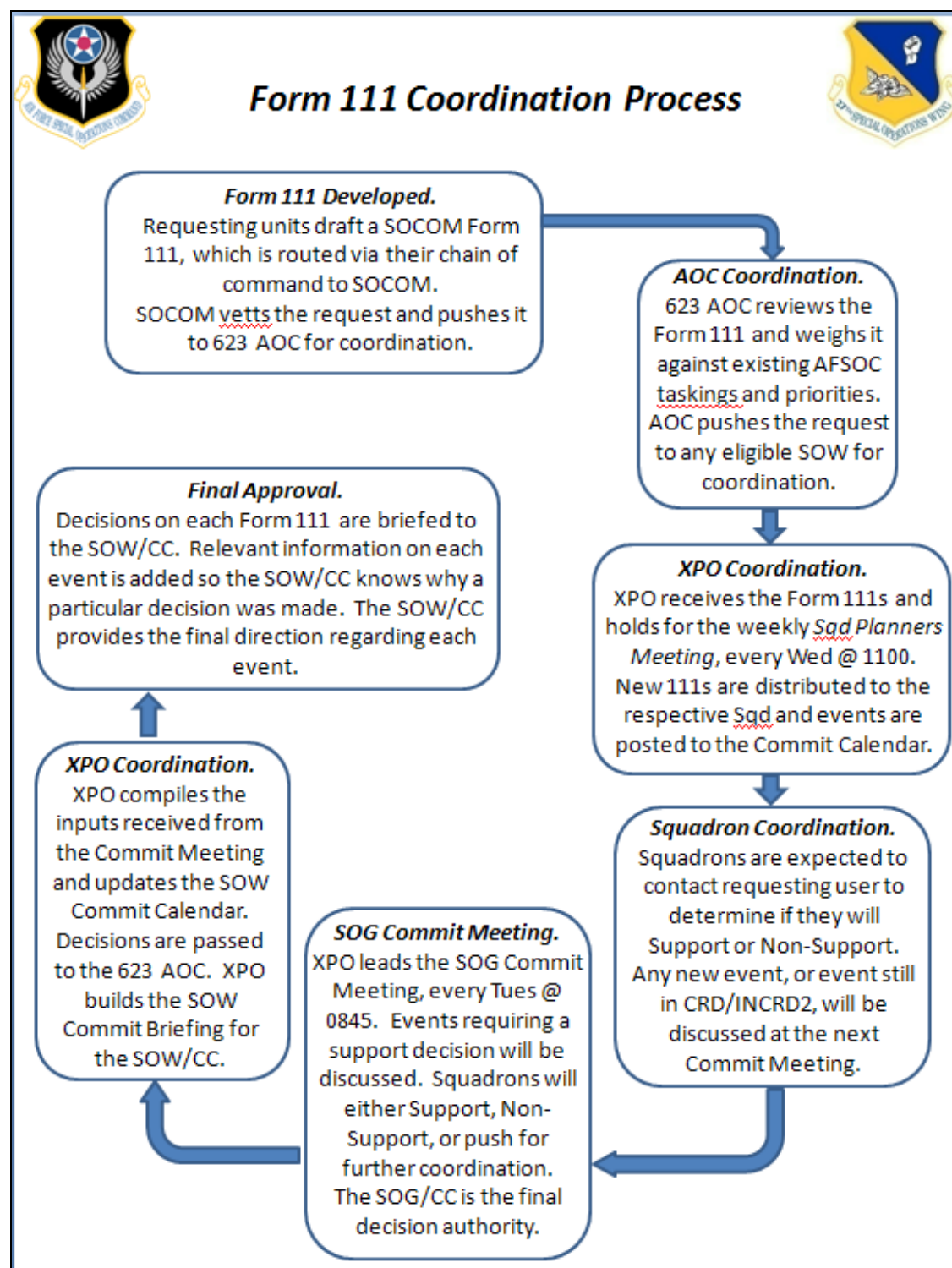
	<h2 style="text-align: center;"><i>Form 111 Coordination Process</i></h2>	
<i>Commit Meeting</i>		
27 SOW/XPO will:		
<ul style="list-style-type: none">-- Facilitate the Commit Meeting (after the SOG Sched Mtg, Tues @ 0845)-- Discuss each event requiring a support decision (New, CRD, INCRD2)-- Document all decisions made in order to update the SOW Commit Calendar-- Discuss any relevant information received from the 623 AOC		
Flying Squadrons will:		
<ul style="list-style-type: none">-- Be prepared to discuss any applicable Form 111 received-- Identify conflicts between events and provide a proposed solution		
27 SOG/CC or CD will chair the meeting and arbitrate issues as necessary		
<i>XPO Coordination</i>		
27 SOW/XPO will:		
<ul style="list-style-type: none">-- Update the SOW Commit Calendar based on the inputs received-- Provide an update to 623 AOC on Supported/Non-Supported events-- Build the SOW Commit Briefing for the SOW/CC-- Collect/quality check corresponding Form 1s		
<i>Final Approval</i>		
27 SOW/XP will:		
<ul style="list-style-type: none">-- Present event Form 1s for SOW/CC signature-- Brief the Support/Non-Support decisions-- Provide relevant information to SOW/CC regarding each decision-- Brief any additional information received from the AOC regarding upcoming SOW events		
27 SOW/CC is the final authority regarding Support/Non-Support of all events		

Figure A7.3. 27 SOW Form 111 Coordination Process.



Attachment 8

27 SOW AAAC COORDINATION CYCLE

Figure A8.1. 27 SOW AAAC Coordination Cycle.

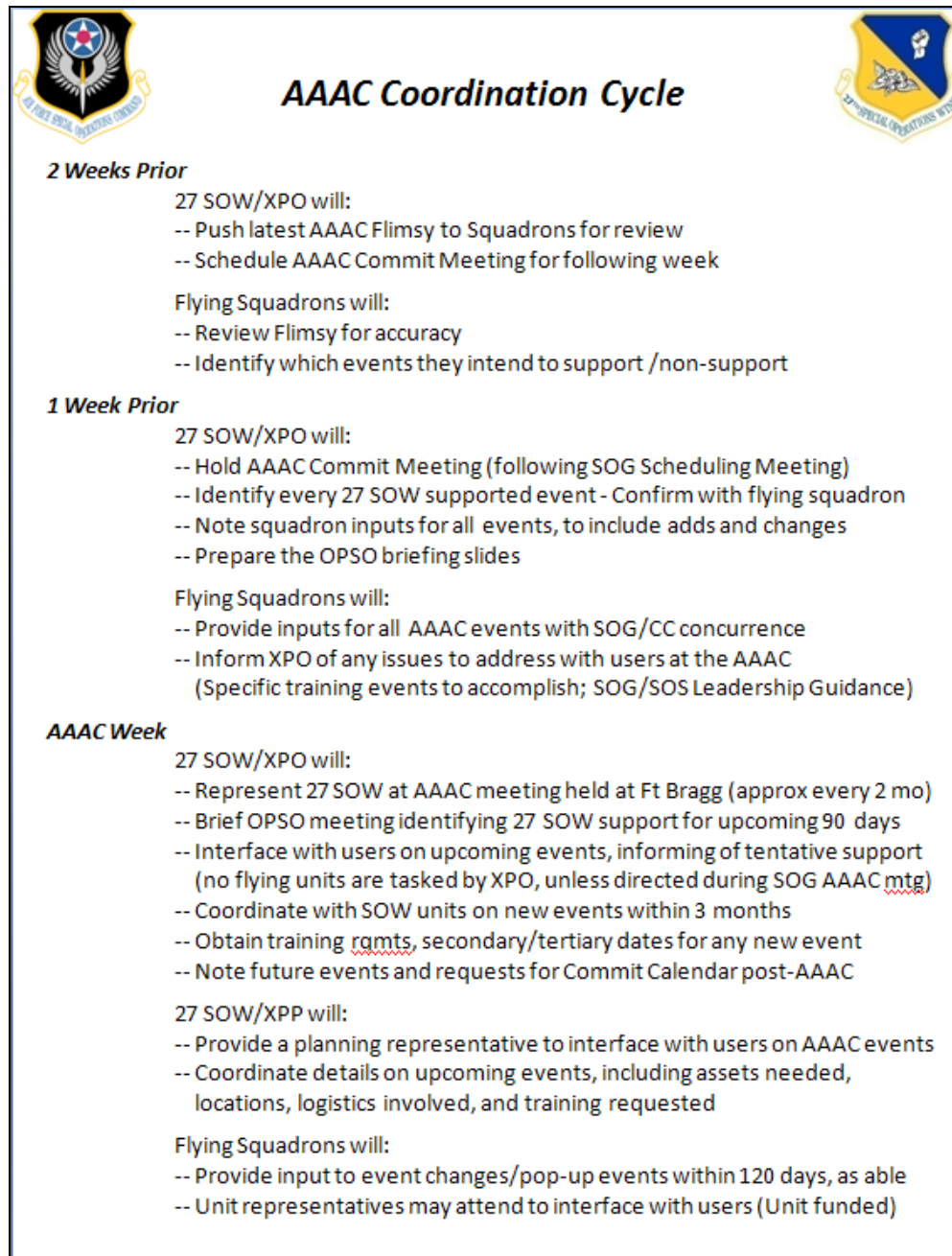


Figure A8.2. 27 SOW AAAC Coordination Cycle.

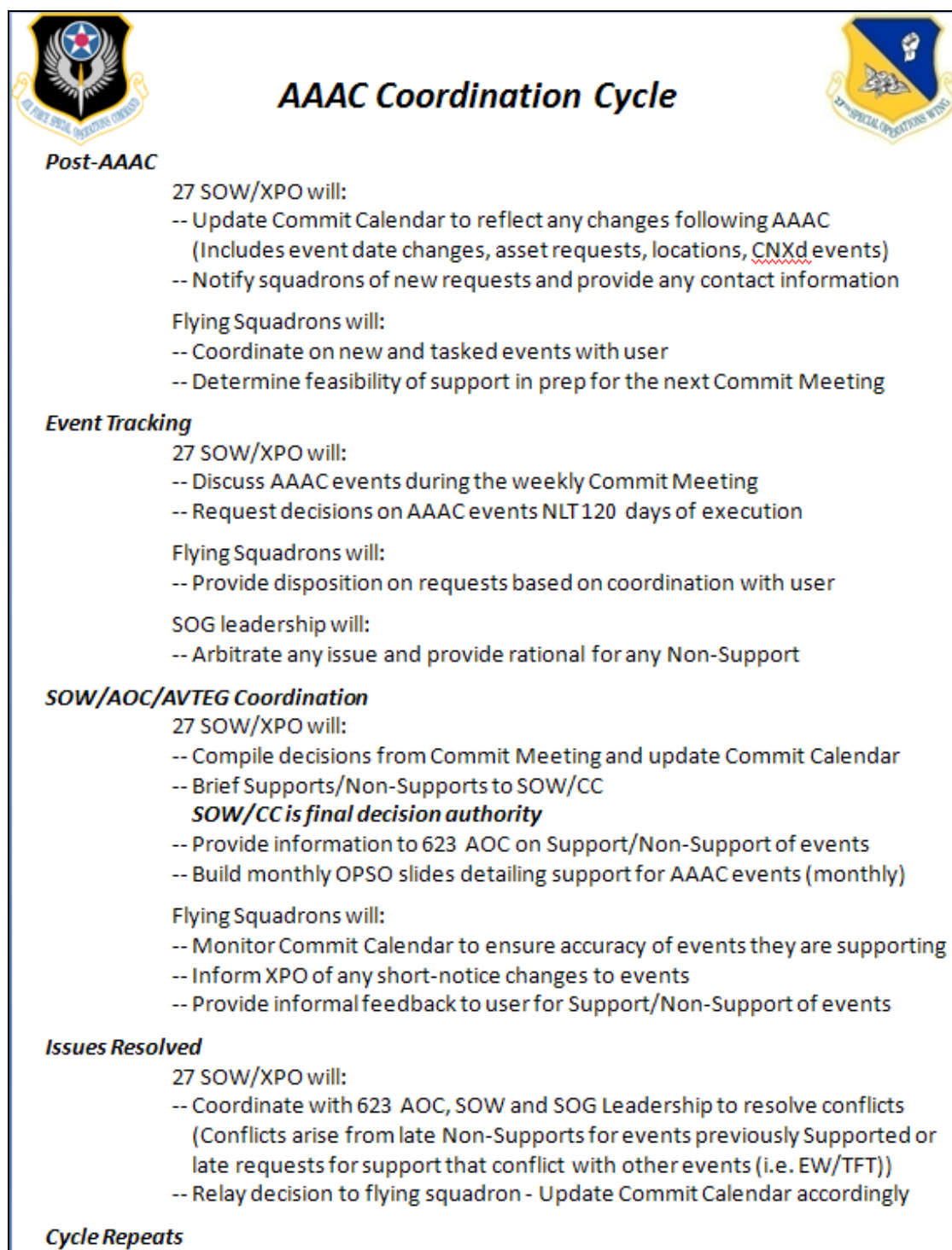
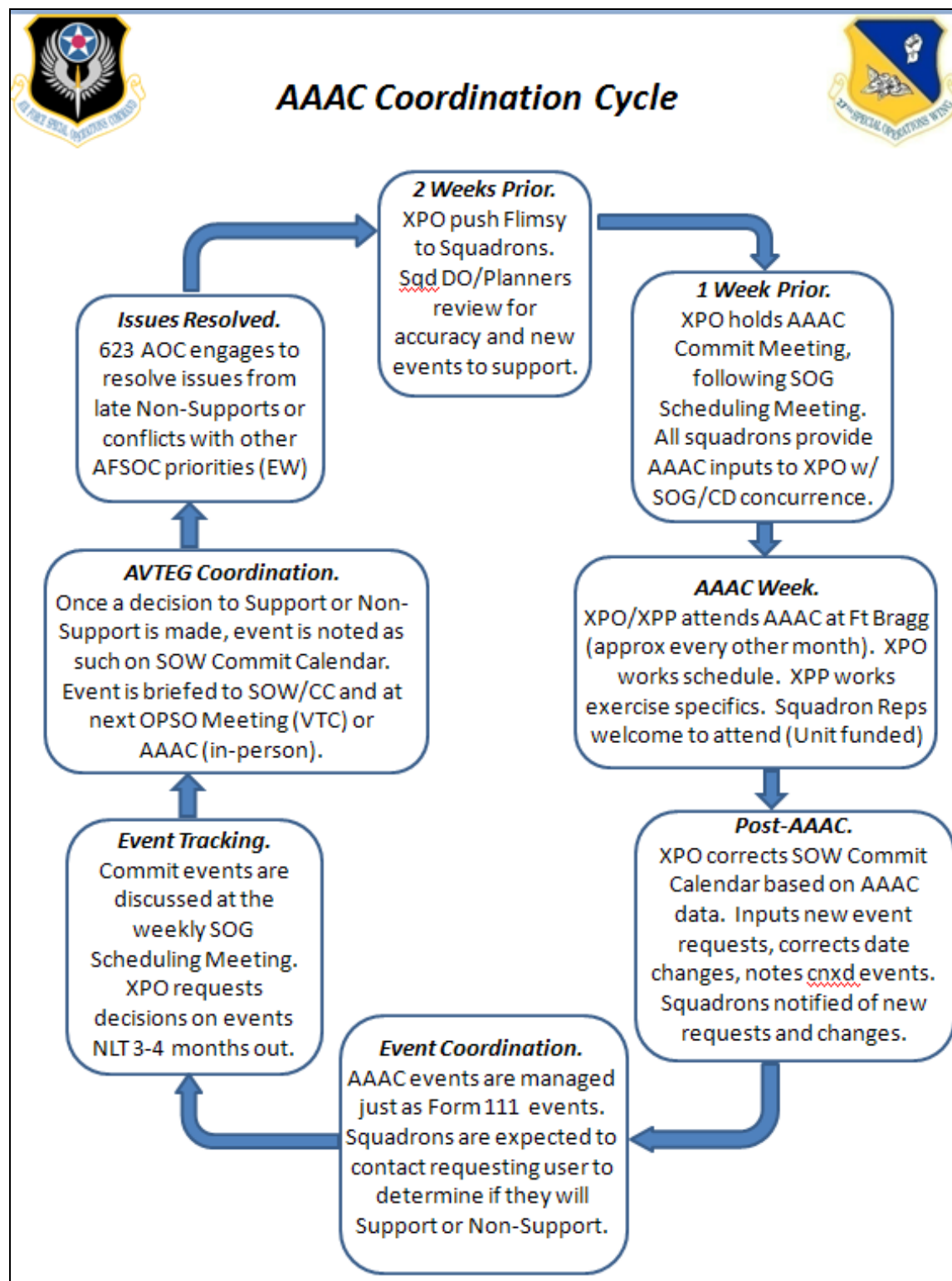


Figure A8.3. 27 SOW AAAC Coordination Cycle.



Attachment 9

623 AOC/CC AFSOC MISSION COMMANDER SELECTION GUIDANCE

Figure A9.1. 623 AOC/CC Selection Guidance.



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS TWENTY-THIRD AIR FORCE

9 MAR 2011

MEMORANDUM FOR 1 SOW/CC
27 SOW/CC
919 SOW/CC
193 SOW/CC
623 AOC/CC -
18 FLTS/CC

FROM: 623 AOC/CC

SUBJECT: AFSOC Multi-wing Event Lead Wing and Mission Commander (MC) Selection Process

1. This memorandum outlines the process for designating an AFSOC representative MC for all Above Wing Level (AWL) events in which more than one AFSOC wing is participating.
2. Sixty days prior to the start of each quarter, 623 AOC/SPDP will nominate a lead wing for all required AWL events occurring within the upcoming quarter. This nomination list will be forwarded to all SOW/XP offices for review. Each SOW/XP has 14 days to offer any reclamas or inputs concerning the recommended leads. This correspondence should occur directly with 623 AOC/SPDP.
3. Forty-five days prior to the start of each quarter, 623 AOC/SPDP will seek 23 AF/CC approval of the designated lead wing recommendations. 623 AOC/SPDP will then notify all AFSOC SOW/XPs of the 23 AF/CC lead wing designation decision.
4. No later than thirty days prior to the mission execution date, the designated lead wing will provide a nominated MC's name and direct contact information directly to 623 AOC/SPDP. 623 AOC/SPDP will subsequently seek 23 AF/CC approval of the selected mission commander during the applicable weekly Master Air Allocation Plan brief. Upon approval, 623 AOC/SPDP will notify the applicable SOW of approval status.
5. Please direct questions to Deputy Director, 623 AOC at 850-884-6022/1549 (DSN 579), red 579-1260/1261. My POC is Mr. Michael Metruck, GS-13, michael.metruck@afsoc.af.mil, same phone numbers.

A handwritten signature in black ink, appearing to read "Michael J. Kingsley", is positioned above the printed name.

MICHAEL J. KINGSLEY
Brigadier General, USAF
Commander

AIR COMMANDOS - QUIET PROFESSIONALS